## <u>Claims</u>

## What is Claimed is:

- 1. An electronic form acquiring method employed for an electronic form system that certifies a user, said method comprising the steps of:
- (a) registering form condition data that identifies a form of requesting a delegated application and delegation term condition data that identifies a term of requesting said delegated application beforehand so as to be related to application requester specification data that specifies an application requester and proxy applicant specification data that specifies a proxy applicant who is requested for said delegated application respectively;
- (b) receiving an input for specifying said application requester specification data and accessing a first electronic form by said proxy applicant;
- (c) inspecting whether or not the current date adapts to said delegation term condition data registered so as to be related to said application requester specification data and said proxy applicant specification data;
- (d) inspecting whether or not said first electronic form adapts to coincides with said form condition data registered so as to be related to said application requester specification data and said proxy applicant specification data; and
- (e) enabling said first electronic form to be acquired if results of said inspections performed in (c) and (d) are acceptable.

- 2. An electronic form acquiring method employed for an electronic form system that certifies a user, said method comprising the steps of:
- (a) registering form condition data that identifies a form of requesting a delegated application beforehand so as to be related to application requester specification data that specifies an application requester and proxy applicant specification data that specifies a proxy applicant who is requested for said delegated application;
- (b) receiving an input for specifying said application requester specification data and accessing a first electronic form by said proxy applicant;
- (c) inspecting whether or not said first electronic form adapts to said form condition data registered so as to be related to said application requester specification data and said proxy applicant specification data; and
- (d) enabling said first electronic form to be acquired if a result of said inspection performed in (c) is acceptable.
- 3. An electronic form acquiring method employed for an electronic form system that certifies a user, said method comprising the steps of:
- (a) registering delegation term condition data that identifies a term of requesting a delegated application beforehand so as to be related to application requester specification data that specifies an application requester and proxy applicant specification data that specifies a proxy applicant who is requested for said delegated application;
- (b) receiving an input for specifying said application requester specification data and accessing a first electronic form by said proxy applicant;

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- (c) inspecting whether or not the current date adapts to said delegation term condition data registered so as to be related to said application requester specification data and said proxy applicant specification data;
- (d) enabling said first electronic form to be acquired if a result of said inspection performed in (c) is acceptable.
- 4. An electronic form acquiring method in accordance with any of Claims 1 to 3; wherein said method further includes a step of filling personal data of said application requester in said acquired first electronic form automatically.
- 5. An electronic form acquiring method in accordance with any of Claims 1 to 4; wherein said method further includes a step of displaying a list of available electronic forms.
- 6. An electronic form acquiring method in accordance with Claim 5; wherein said list of available electronic forms is decided according to an organization to which said application requester belongs.
- 7. An electronic form acquiring method in accordance with Claim 5; wherein each of said electronic forms managed by said electronic form system is related to a delegated application flag indicating whether or not said delegated application is enabled;

and said electronic form is available when said delegated application flag indicates "enable."

- 8. An electronic form acquiring method in accordance with any of Claims 1 to 7; wherein an approver related to said electronic form receives a notice recognizable that said application has been submitted and said application requester receives a notice recognizable that said application has been submitted by said proxy applicant when predetermined items are filled in said acquired electronic form and an input for directing submission of said application is made.
- 9. An electronic form system, including:
  - (a) a directory manager that certifies a user;
- (b) a proxy applicant definition table that manages form condition data that identifies a form of requesting a delegated application and delegation term condition data that identifies a term of requesting said delegated application so as to be related to application requester specification data that specifies an application requester and proxy applicant specification data that specifies a proxy applicant who is requested for said delegated application;
- (c) a blank form collector, which acquires data that can specify said first electronic form when;
- (c1) said blank collector is activated in response to an input for specifying said application requester specification data and accessing said first electronic form by JA999-165

said proxy applicant;

- (c2) inspecting whether or not the current date coincides with said delegation term condition data registered so as to be related to said application requester specification data and said proxy applicant specification data;
- (c3) inspecting whether or not said first electronic form coincides with said form condition data registered so as to be related to said application requester specification data and said proxy applicant specification data; and
- (c4) results of said inspections of said delegation term condition data and said form condition data are acceptable.
- 10. An electronic form system, which can certify a user, including:
  - (a) a directory manager that certifies a user;
- (b) a proxy applicant definition table that manages form condition data that identifies a form of requesting a delegated application so as to be related to application requester specification data that specifies an application requester and proxy applicant specification data that specifies a proxy applicant who is requested for said delegated application;
- (c) a blank form collector, which acquires data that can specify said first electronic form when;
- (c1) said blank collector is activated in response to an input for specifying said application requester specification data and accessing said first electronic form by said proxy applicant;

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- (c2) inspecting whether or not said first electronic form adapts to said form condition data registered so as to be related to said application requester specification data and said proxy applicant specification data; and
- (c3) a result of said inspection of said delegation term condition data is acceptable.
- 11. An electronic form system, including:
  - (a) a directory manager that certifies a user;
- (b) a proxy applicant definition table that manages delegation term condition data that identifies a term of requesting a delegated application so as to be related to application requester specification data that specifies an application requester and proxy applicant specification data that specifies a proxy applicant who is requested for said delegated application;
- (c) a blank form collector, which acquires data that can specify said first electronic form when;
- (c1) said blank collector is activated in response to an input for specifying said application requester specification data and accessing said first electronic form by said proxy applicant;
- (c2) inspecting whether or not the current date coincides with said delegation term condition data registered so as to be related to said application requester specification data and said proxy applicant specification data; and
  - (c3) a result of said inspection of said form condition data is acceptable.

- 12. A storage medium for storing a program that acquires an electronic form, said program being executed in said electronic form system for certifying a user and containing:
- (a) a program code for accessing a memory in which form condition data that identifies a form of requesting a delegated application and delegation term condition data that identifies a term of requesting said delegated application are registered so as to be related to application requester specification data that specifies an application requester and proxy applicant specification data that specifies a proxy applicant who is requested for said delegated application;
- (b) a program code for recognizing that an input for specifying said application requester specification data and accessing said first electronic form, is received by said proxy applicant;
- (c) a program code for inspecting whether or not the current time coincides with said delegation term condition data registered so as to be related to said application requester specification data and said proxy applicant specification data;
- (d) a program code for inspecting whether or not said first electronic form adapts to said form condition data registered so as to be related to said application requester specification data and said proxy applicant specification data; and
- (e) a program code for enabling said first electronic form to be acquired if results of said inspections performed for said delegation term condition data and said form condition data are acceptable.

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- 13. A storage medium for storing a program that acquires an electronic form, said program being executed in said electronic form system for certifying a user and containing:
- (a) a program code for accessing a memory in which form condition data that identifies a form of requesting a delegated application is registered so as to be related to application requester specification data that specifies an application requester and proxy applicant specification data that specifies a proxy applicant who is requested for said delegated application;
- (b) a program code for recognizing that an input for specifying said application requester specification data and accessing said first electronic form, is received by said proxy applicant;
- (c) a program code for inspecting whether or not said first electronic form adapts to said form condition data registered so as to be related to said application requester specification data and said proxy applicant specification data; and
- (d) a program code for enabling said first electronic form to be acquired if a result of said inspection performed for said form condition data is acceptable.
- 14. A storage medium for storing a program that acquires an electronic form, said program being executed in said electronic form system for certifying a user and containing:
  - (a) a program code for accessing a memory in which delegation term

condition data that identifies a term of requesting a delegated application is registered so as to be related to application requester specification data that specifies an application requester and proxy applicant specification data that specifies a proxy applicant who is requested for said delegated application;

- (b) a program code for recognizing that an input for specifying said application requester specification data and accessing said first electronic form, is received by said proxy applicant;
- (c) a program code for inspecting whether or not the current time adapts to said delegation term condition data registered so as to be related to said application requester specification data and said proxy applicant specification data; and
- (d) a program code for enabling said first electronic form to be acquired if a result of said inspection performed for said delegation term condition data is acceptable.
- 15. A storage medium in accordance with any of Claims 12 to 14, wherein said medium further includes a program code for filling personal data of said application requester in said acquired first electronic form automatically.
- 16. A storage medium in accordance with any of Claims 12 to 15, wherein said medium further includes a program code for displaying a list of available electronic forms.
- 17. A storage medium in accordance with Claim 16, wherein said list of JA999-165

available electronic forms is decided according to an organization to which said application requester belongs.

- 18. A storage medium in accordance with Claim 16; wherein an electronic form managed by said electronic form system is related to a delegated application flag indicating whether or not said delegated application is enabled; and an electronic form is available when said delegated application flag indicates "enable."
- 19. A storage medium in accordance with any of Claims 12 to 18; wherein said medium for storing program further contains; a program code for transmitting a notice to an approver related to said electronic form, said notice being recognizable that said electronic form has been submitted in response to an input for directing said application after predetermined items are filled in said acquired electronic form; and a program code for transmitting a notice to said application requester, said notice being recognizable that said application has been made by said proxy applicant.